

# Cottonwood Heights

## Weekly Update for March 18-24, 2018

### Public Relations

1. Busy week, completed editing of the April newsletter and sent it off to the printer. We have a great team and good process in place. We also concentrated on forward-thinking content that invites more participation. We are looking at improving upon this philosophy by adding even more content that informs, educates and invites the public to join in.
2. Shot and edited a shot video (link: <https://youtu.be/I4JogHq10sc>) promoting our Easter Egg Hunt on March 31. One of our team members made the sacrifice of donning the large bunny suit for the video, while a member of our planning department allowed us to use his daughter to perform as an egg hunter. The video has been shared on our Facebook, Twitter and YouTube channels.
3. Working on several updates to the web page, especially the Butlerville Days section. We are adding online forms and adjusting them to fit mobile devices.
4. Compiling cost analysis for potential hosting and redesign of the city website. Also arranged for a mobile application vendor to present their product as a possible add-on to our present site – or future site, if we proceed in that direction.
5. Attended the Chase Bank ribbon cutting event on Tuesday (pictures) attached.
6. Shot video for the police department for an upcoming instructional video about active shooter scenarios. I recorded a stand up of Officer Jeff Potter that will be edited with video shot from the police department. They have asked me to edit the project for them.

### Police

1. **Burglary:** Victim left his door unlocked and a suspect entered and took his computer and credit cards. The Visa cards were being used in every jurisdiction except Cottonwood Heights. CHPD, using new software and training, had suspects identified and in custody within 24 hours. The suspects were armed with a handgun.
2. **Electrocution:** CHPD responded on a 16 year old boy in his garage making a wood art piece by using a homemade device made from parts from a micro wave. The male was electrocuted and found by his stepfather. CPR was done by a “well trained” CHPD Officer. The young man was transported to IMC Hospital in critical condition. We are happy to report that Officer Phelps later contacted the father and learned that his son was stable and would survive. A response time of under 3 minutes played a big part in this positive outcome for the teen and his family.
3. **Road-Home:** Once again the Road-Home have rented out the Hawthorn to place overflow residents. You may have seen them on the grass in front of the business area on Union Park. Not only do our drug and property crimes increase but so do violent crimes.
4. **In Another Incident:** A subject went into a local coffee shop and violently struck the clerk. Three (3) officers responded to take the man in custody who vowed to kill Officer Davies.

### Fire

1. HB-30 (fireworks legislation) has been signed by Governor Herbert.

2. UFA is scheduling a meeting for the City Mangers and Chief Finance officers of our members. The date of that meeting has not been set as of yet, but will be as soon as consensus is reached. The vision is that these meetings will be held bi-annually.
3. The crew at station 116 has been scheduled to participate in the Easter Egg hunt.
4. I will present the monthly data report at council meeting on the 27<sup>th</sup>.

## Community and Economic Development

- Long Range Planning
  - The Planning Department held a second open house for the Wasatch Boulevard Master Plan on March 19<sup>th</sup>. Mike Johnson was interviewed by several reporters and was featured on a KSL news segment (photo attached). Video Link: <http://ksltv.com/392611/picturesque-wasatch-boulevard-facing-changes/>
  - UDOT will be holding a public open house to introduce its Little Cottonwood Canyon EIS project on April 10<sup>th</sup> at City Hall from 4:00 to 8:00 p.m. This will be a great opportunity for citizens and city leadership to weigh in on Canyon traffic issues and provide helpful guidance to UDOT.
- Public Meetings
  - The Appeals Hearing Officer approved the expansion of a non-conforming building at 2922 E 7375 S
  - An Administrative Hearing has been scheduled for March 28<sup>th</sup> to consider an application to operate a home business with clients at 6982 S Canyon Creek Cir (HOC-18-002).
- Building Permits / Current Development
  - Permits Received (3/16-3/22): 10
    - 3 NSFD (1 Watson Hollow, 2 Giverny)
    - 5 Over the counter
    - 1 Remodel
    - 1 Retaining Wall
  - Permits Issued: 12
    - 4 Over the counter
    - 2 Remodel
    - 1 Retaining Wall
    - 1 Sign
    - 4 Solar
  - Planning Applications Received
    - LLA-18-003: Lot Line Adjustment at 1490 E Creekview Cove
    - WT-18-001: Verizon submitted plans for 6 new small-cell facilities in the public right of way. Staff review is underway.
- Business Licensing:
  - 40 Business License Renewals
  - 6 New Business License Accepted
  - 7 New Business License Completed
  - 3 Address/Owner/Business Info Updates
- CHBA/Economic Development
  - The new Chase Bank at 7045 S 1300 E had a ribbon cutting ceremony on March 20<sup>th</sup> (photo attached).
  - Hope to schedule a ribbon cutting for the new Starbucks on Highland Drive.

- “12 Things You Need to Know About Your Brain” is the topic of the CHBA boot camp on March 29 at city hall from 5:30-6:30.

## **Public Works**

### ***Matt Shipp, Public Works Director***

1. Operations and Maintenance:
  - a. Continue on road maintenance which includes potholing and crack sealing
  - b. Equipment Maintenance
  - c. Haul debris to the dump
  - d. Training on snow and ice control in areas
2. Engineering
  - a. 2700 East project bid opening: Staker was the apparent low bidder. Will bring this to the council for contract approval at the next business meeting
  - b. LaCresta/I-215 project & Highland Drive/Ft Union project: Finalizing to prepare for bid in about 1 month
  - c. Working on preparing 2300 East of for a restriping project

### ***Gilson Engineering***

1. We met with UDOT, who has finished their feasibility study for improvements to the 6200 South Interchange. They are proposing flyramps with an underground tunnel to connect 3000 East with the Freeway. 3000 E will go underneath 6200 South and the signal will be eliminated. This project will cost \$50 million for the fly ramps and \$30 million for the tunnel. This design will support the maximum anticipated travel demand from the Gravel Pit.
2. We prepared a parking plan on Fort Union Boulevard & Racquet Club Drive in front of the local businesses. The plan includes marked no parking areas based on regulations, and limited parking to 3 hours in other areas.
3. The 2700 East Paving Project successfully bid this week with 3 contractors. Staff is reviewing the bids and will have recommendations shortly.
4. We have been working on a striping plan on Fort Union Boulevard that will be installed after the planned chip seal this summer. We are looking at possible bike lanes and center lane improvements and other safety/intersections improvements.

## **Administrative Services**

### ***Assistant City Manager***

1. Ann Eatchel, Council Member Shelton, and I attended coordination meeting with Butler Middle School and District staff to discuss the upcoming event during the spring and summer. The coordination efforts have been greatly beneficial to all involved and have helped reduce conflicts and misunderstandings.
2. Joined the Mayor in a meeting with representatives from Memorial Estates Cemetery. We discussed the future activities of evaluating the cemetery and surrounding properties for fire mitigation opportunities and how we will work together during that process. UFA has proposed a wildland firefighter to join in the process and we are now waiting for Mr. Dave Schoeneck to propose a wildland firefighter that can participate in the survey work.
3. Staff has completed the agreements and legislative documents necessary to adopt the Holladay Court Interlocal Agreement and Interlocal Agreement with Salt Lake County for the Mountview Park Restroom Expansion and Splash Pad Shade Structures TRCC Grant. These will be presented to the Council at the March 27<sup>th</sup> Business Mtg.

### ***Emergency Management***

1. Provided ICS 402 Training to elected officials from Cottonwood Heights and Millcreek City.

2. Held monthly Community Emergency Management meeting in conjunction with the current CERT class. largest attendance ever - over 45 people attended that were not part of the CERT class. Topic for the meeting was: Distribution of Block Maps for shakeout and communications procedures.
3. Created flyers for use by Precincts and Districts to use to advertise Cottonwood Heights Shakeout April 14<sup>th</sup>.
4. Worked with Ann to create a banner to be hung the week prior to Shakeout reminding residents passing by the Highland Dr/Bengal intersection to their ribbons out to be counted.
5. Working to hold final CERT training class in a location outside City Hall for their practical exercise. Will be utilizing Boy Scouts as well as prior CERT class attendees as "victims" for the final class.

#### **IT Dept.**

1. We have added some security measure in our Firewall to block bad/scary connection to countries or IP's known to cause virus/malware/scareware/ etc.
2. We have done some (about 15%) of our cleanup in or network room on the City Hall side.
3. We have added a more secure remote connection option and set it up on our network
4. We have re-designed our network to use some existing equipment (free) so that our network switching/routing will be faster, and it also adds redundancy to prevent network outages.
5. We are reviewing a new anti-virus that will better protect us not just against virus attacks, but auto cleans up detected issue better as well as allows PC recovery from major attacks such as "ransom ware"
6. We have added a second network device to ensure redundancy in our PD connecting from CWH to our VECC call center. This will prevent/minimize downtime for officers connections to dispatch.
7. We ran a security scrub on our network to look for any connections that were suspicious, and proactively cleaned up any detected virus or malware.

## **City Recorder**

**April 3-2018**

### **WORK SESSION**

#### **1. Public Relations Report - Dan Metcalf**

*(Public Relations Specialist Dan Metcalf, will provide Cottonwood Heights media reports with Staff follow-up, where needed.)*

#### **2. Staff Reports**

*(Each week City Council and staff provide informational reports from attended meetings and each department to allow for a method of keeping up on the day-to-day activities of the City. This report is available on the internet at [www.ch.utah.gov](http://www.ch.utah.gov). This agenda item is set aside to allow Council members to ask questions or for staff to bring Council up to date of any changes since the report was made.)*

#### **6:00 pm 3. Special Reports**

##### **a. Canyons School District (20:00)**

*(Monthly Presentation by Ms. Nancy Tingey with Canyons School District.)*

#### **4. Review of Calendars and Upcoming Events**

#### **5. Closed Meeting**

## **City Manager**

1. We conducted our final interviews for the finance manager and are completing the background checks and narrowing the field in anticipation of making an offer contingent upon a successful drug test and the advice and consent of the City Council.

## **Mayor and City Council Member Reports**

### **Mayor Mike Peterson**

1. UFA Board Meeting and UFSA Board Meeting. The meeting focused on budget preparations and salary and benefit packages. I also requested transfer of the two fire stations be supported by UFSA and forward the support to Salt Lake County.
2. Met with Memorial Estates to build a working relationship for future partnerships and collaborations. Also, discussed fire prevention issues and strategies.
3. Chaired the Salt Lake County Parks and Recreation Advisory Board. This will be my last meeting as a member. I've served for approximately 10 years as a result of my professional background. The meeting focused on the reorganization of the Board, dog parks, and fee waivers.
4. Attended a stakeholders meeting with Salt Lake Public Utilities (water) and shared with them our City's concerns over watershed protections and strategic planning issues.
5. Participated in interviews for City Finance Director. Impressive candidates.
6. Attended Wasatch Front Regional Council meeting where we focused on the results of the latest legislative session. Hottest topics included UTA governance changes and the need for alternative funding for roads (tolling, etc.)
7. Met with Fire Chief Petersen to discuss member fee options for the next fiscal year. I will be inviting him to a future meeting to present the numbers, but to also talk of the risk tolerance associated with possible budget adjustments.
8. Meeting with Mayor McAdams to talk about future areas of potential partnerships and collaborations.
9. Met with the County Parks and Recreation Project Manager assigned to coordinate the construction of an additional three pickleball courts at Butler Park.

### **Council Member Tali Bruce**

1. Monday I met with our City lobbyist, attended the Elected Officials Emergency Management Training and went to the Public Open house regarding Wasatch Boulevard.
2. Tuesday I attended the Sierra Club fundraiser breakfast. I stopped at the Chase ribbon cutting. We had our budget session and I attended caucus night becoming a delegate.
3. Wednesday I had coffee with Lisa Yoder, Sustainability Manager for Summit County. I picked her brain about the concept of combining an Energy Efficiency Manager position with CH, Millcreek and Holladay. She said the concept could work. Wednesday night I toured the prison with the Citizens Police Academy.
4. Thursday morning I met with two representatives from Preservation Utah to discuss possibilities for preserving the Old Mill. We need to find someone who has a relationship with Doug Shelby in order to begin communication with him. I also met with Jack Bloom, Geo-engineer who is evaluating the fault lines and fault range at the Canyon Centre area. He's recently met with UGS and had some new information to share.
5. Saturday I'll be marching with our youth to the capital in the March for our Lives rally.

**Council Member Mike Shelton** – From the VECC (Salt Lake Valley Emergency Communications Center) meeting

1. CAD (Computer Aided Dispatch) - The new CAD project is progressing a little slower than originally expected. VECC made a decision not to implement during the busy summer season, and have delayed the rollout until fall (September-October). Over the next 30 days, they are working on a redundancy implementation with Salt Lake City.
2. After years of wrangling, we have a commitment to merge the UPD dispatch center with VECC. This is great news. We owe a great debt of gratitude to Sheriff Rosie Rivera for making the tough decisions and getting this done. I think it will finally happen.
3. VECC is taking a serious look at Pro-QA. It seems that both Fire and Police have concerns about asking questions that frustrate callers and provide little value to the first responders.
4. We were given budgetary numbers for our assessment next year. We should budget \$172,227 for VECC next year. That represents an increase of 1.4% over last year. Our calls increased 6.4% in 2017 over 2016.

**Council Member Scott Bracken** – From the CH2 (City and Cottonwood Heights Rec. District) March 21<sup>st</sup> meeting

1. Easter Egg Hunt (Teen event and Kids events) stuff is sorted and ready to be put out next weekend.
2. CHRC also had a representative at the semi-annual meeting with Butler Middle School re shared usage/auditorium items. I happened to be at BMS that day doing intros for the YCC to the 8th grade students and saw Amber, Nancy, and Councilman Shelton as well.
3. Butlerville Days will not be bringing back the petting zoo, and are looking at alternative activities.
4. We did some coordination of dates/timeframes of the work on 2700 East this summer - days needed be kept open (Swim Invitational etc.). Matt will be in touch with the contractor and CHRC to make sure things get covered.
5. There has been vandalism at Mountview Park in the last week - the NEOS play area was busted up pretty bad, and a bubble over one of the slides was damaged with 'locally sourced' rocks. Decision was made to remove the 4-6" rocks from the wall by the pavilion and replace them with wood chips or something that can't be used as an implement of destruction.
6. The concept of a walking trail over the East Jordan Canal near Mountview park came up again - it's been a while since we talked SLC Metro about this.
7. CHRC is having a summer Job Fair April 13th 3-6pm for anyone interested in seasonal work in the parks/pools etc.
8. Bart asked about what was going on with the Canyons Center - I gave him a quick update, letting him know that there was much study going on with the new council members and refreshing us all on the details.

**Photos – Chase Bank Ribbon Cutting – Tues. March 20, 2018**





